



Board of Works Meeting – Minutes from December 21st, 2020

Board of Works Members in Attendance: Mayor Phil Jenkins (OL), Wayne Scheumann (IP), Rod Stump (IP)

Also Present: City Attorney: Brian Hoffer (OL), **Clerk-Treasurer:** Jeff Knight (IP), 8 guests (OL), and 1 member of the press (OL).

- Call to Order: Mayor Jenkins called the meeting to order at 3:30 pm.
- Roll Call: Members were in attendance as stated above.
- The minutes from the December 14th, 2020 meeting were submitted by Clerk-Treasurer Knight. Mr. Stump motioned they be accepted as written. Mr. Scheumann seconded. There was no further discussion regarding the minutes. The minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens:
 - Sewer Bill Adjustment for Joshua Properties (3 apartments on Northside Blvd): An adjustment request in the amount of \$566.23 relating to running toilets and a hot water tank leaking was presented. Utility Superintendent Gerber said all was in order. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. There were no further questions or comments. The adjustment was approved unanimously by voice vote.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business:
 - 2021 Animal Control Contract – Animal Welfare League of Kosciusko County: This contract was tabled at the last meeting pending information from the Animal Welfare League. Nothing has been resolved at this point, thus Mayor Jenkins proposed to leave this contract tabled.
 - Approval of Engagement Letter with Ice Miller for Waterworks Revenue Bond: Mayor Jenkins noted that the City utilized the services of Ice Miller during the preparation process to obtain the revenue bond for the US 6 Water Mains and Water Tower project. There had not been a formal approval at that time. This will formalize the engagement of Ice Miller and the \$40,000 of proceeds that were paid to them. Mayor Jenkins motioned to approve the engagement letter with Ice Miller. Mr. Scheumann seconded. There were no further questions or comments. The engagement letter was approved unanimously by voice vote.



- New Business:
 - Repair Wildcat Sewer in 500-600 block of Walnut Street: Utility Superintendent Gerber presented a petition from four owners requesting that the City take ownership of the sewer main lateral along the street in the 500 and 600 blocks of East Walnut St. There had been a blockage and a subsequent investigation discovered multiple homes connected to the main. By state law, if more than two homes are connected to a main, the City must take ownership of that main. The petitioners also asked the City to pay the \$750 to clean out the main. The lines from the homes to the sewer remain the homeowner's responsibility. Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. Mr. Scheumann asked what the size of the line is. Superintendent Gerber responded that it is a 6" line. There were no further questions or comments. The request was approved unanimously by voice vote.
 - Approve Availability of Sewer Service for LFM/inTech: Superintendent Gerber presented the request for sewer and water service. Mr. Stump motioned to approve the availability of service. Mr. Scheumann seconded. There were no further questions or comments. The request was approved unanimously by voice vote.
 - Approve Use of Alley Agreement for Ruhe 152 for 2021: Mayor Jenkins presented the agreement for Ruhe's continued use of the alley. A signed copy of the agreement has been received from Mr. Scott Tuttle. The space will be utilized until November 30th, 2021. Mr. Tuttle said the space has the capacity to hold 30 people. Mayor Jenkins noted that no complaints regarding the use of the alley were received. Mr. Scheumann motioned to approve the agreement. Mr. Stump seconded. Mr. Scheumann asked if City Counsel Hoffer has had the chance to review the document. He stated that he had. There were no further questions or comments. The agreement was approved unanimously by voice vote.
 - Approval of Additional Costs Incurred by Kindig and Sloat Pertaining to the Acquisition of Property for the Water Tower: Mayor Jenkins presented the request on behalf of Kindig and Sloat. The original agreement reflected a cost not to exceed \$5,000. Due to additional work required, the cost came in at \$7,379.50. The request is to cover the \$2,379.50 overage from the original agreement. Mr. Scheumann motioned to approve paying the additional costs incurred. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Accounts Payable Vouchers:
 - 2020 Water Operating APV's totaling \$72,306.86: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.



- 2020 WWTP Operating APV's totaling \$25,516.33: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- 2020 CSO Construction in Progress APV's Totaling \$300: Mr. Scheumann motioned to approve the submitted APV pending USDA approval. Mr. Stump seconded. The APV was approved unanimously by voice vote.
- CT Knight took a moment and commended the efforts of Taylor Henry in pulling all the APV's together for this meeting as well as the Council meeting that took place later in the day. There were moments when she was the only member of the staff in the office and she did an incredible job of pulling everything together. Mayor Jenkins commended the entire financial department staff and the work they have done.
- Reports by City Officers:
 - EMS Director: Nothing to report.
 - Fire Chief: Chief Lehman informed the BOW members that the part for the Ladder Truck has been received and that he expects to be able to get the truck back into service soon.
 - Police Chief: Nothing to report.
 - Street Department: Nothing to report.
 - Park Superintendent: Nothing to report.
 - Water/WWTP: Superintendent Gerber told the members that John Street will be closed for a couple more days. There were more tie-ins and capping of lines that needed to be completed. Efforts are being made to keep parking spaces open. Mayor Jenkins asked if the work crews would be closing one street at a time or more than that. Superintendent Gerber indicated the intent is to only close one street at a time. Superintendent Gerber also noted that Mr. Andrew Robarge, with Commonwealth Engineering, informed him that the City has received a state award for the main street lead abatement project. The award is from American Council of Engineering Companies. The dollar amount is not known currently.
 - Clerk-Treasurer: CT Knight commented on his appreciation to the BOW members and each of the department heads for their tremendous encouragement and help throughout his difficult first year in office. Much has been accomplished and he looks forward to what 2021 holds.
 - Mayor: Mayor Jenkins echoed the Clerk-Treasurer's comments. He was greatly appreciative for the support from everyone that allowed the City to have a successful 2020 despite all the difficulties the City had to face.



- Mr. Scheumann wished everyone a Merry Christmas and commended the department heads and staff for their efforts during the year.

Adjournment: With no further business to discuss, Mr. Stump motioned that the meeting be adjourned. Mr. Scheumann seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 4:02 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works